

IMPORTANT INFORMATION

2003 EMISSIONS INVENTORY QUESTIONNAIRE (EIQ)

- **FEE INCREASE:** The emission fee has been raised from \$31.00 per ton of emissions to \$34.00 per ton. Please take note of this in your fee calculations on Form 3.0.
- **ELECTRONIC SUBMITTALS:** With the new Missouri Emission Inventory System (MoEIS) having gone online, we now allow electronic submittals only through MoEIS. Go to <https://www.dnr.state.mo.us/prod/moeis/main/login> for the MoEIS web application.
- **HAZARDOUS AIR POLLUTANT REPORTING:** Form 2.T has been changed in order for companies to be able to report controlled HAP emissions by individual HAP, if different control efficiencies are valid. If different HAP control efficiencies are being reported, they must be specified on Form 2.0C. Please review the HAP list to determine if reporting HAPs is required and if a Form 2.T Hazardous Air Pollutant Worksheet needs to be completed.
- **MAXIMUM HOURLY DESIGN RATES (MHDR):** Please complete this field on Form 2.0. The MHDR may be found through the manufacturer's information on the emission unit, permit limitations, engineering estimates based on the emission unit working at full capacity, or other means.
- **ADDITIONS TO EXEMPT VOC LIST:** If reporting VOCs, please review this list.
- **STACKS:** When entering stack information, complete all the stack parameters, not just height and diameter. Flow rates can be obtained from manufacturer's fan output information in some cases (rated flow rate on the equipment). If a stack exit velocity is known through a test, then the stack cross-sectional area can be multiplied by the velocity to get the flow rate.
- **COMBUSTION UNITS:** A Form 2.1 Fuel Combustion Worksheet must be completed for all combustion units, including generators, if calculations of the maximum hourly design rate are not documented elsewhere.
- **PRE-PRINTED FORMS:** We have included preprinted Form 1.0 with your EIQ packet. In past years we have provided preprinted Form 2.0s as well; if you would like to have those, please log on to the MoEIS online system and request a printed EIQ under "Reports". The EIQ forms will then be emailed to you in .pdf format. See insert titled "ONLINE EIQ SUBMITTAL INFORMATION" for further details.
- **ADDING/DELETING POINTS:** RENUMBERING POINTS IS UNACCEPTABLE for any reason, whether they are existing, new, or you are deleting points. A new point must be given a unique number not previously used. A point may be deleted only if the process equipment has been dismantled. If the process was inoperative during the year, report as before except enter a throughput of zero. If the emissions were below the reporting threshold, just enter the annual throughput.
- **AIRS ID and 4-DIGIT COUNTY CODE:** In past years, this field has been included on Form 2.0 and other EIQ worksheets. As this is a value used only within APCP, this has been removed from the forms. In addition, the 4-digit county code is no longer used; since only the 3-digit FIPS county code is valid, the 4-digit code no longer appears on Form 1.0.
- **BEFORE RETURNING THE EIQ,** please review each item on the enclosed checklist.